

Approved

***City of York Planning Commission
August 29, 2022
Minutes***

Members present:

Chairperson Wendy Duda
Maria Duncan
A. Lee McLin
Ron Parrish
Laura Korn
Marissa Harris
Rick Thomasson

Members absent:

Others present:

Planning Director Breakfield
Zoning Administrator Blackston
(see sign-in sheet)

The first item of business was Chairperson Wendy Duda calling the meeting to order at 6:00 pm.

The second item of business was approval of the draft Minutes from the July 20, 2022 regular meeting.

Upon a Motion by Maria Duncan, seconded by Marissa Harris, the Commission unanimously approved the draft Minutes as submitted.

The third item of business was approval of the draft Minutes from the August 16, 2022 special meeting.

Upon a Motion by Laura Korn, seconded by Ron Parrish, the Commission unanimously approved the draft Minutes as submitted.

For the fourth item of business, Chairperson Wendy Duda opened the floor for comments from the public on agenda items. It was noted that no comments from the public were received regarding any of the agenda items.

The fifth item of business was a preliminary plat submittal for Bellina Subdivision on Hunter Street near Hunter Street Elementary School referenced by YC Tax Map #0701601042.

Planning Director Breakfield indicated the following:

- a. Previously, the Board of Zoning Appeals approved a special exception application and conceptual site plan for this project. The next step in the process was the creation and submittal of a preliminary plat and construction drawings that comply with the approved conceptual site plan.

- b. At its last meeting, the Commission reviewed the preliminary plat and construction drawing submittal for the project and then requested certain revisions noted in the provided Minutes.
- c. A revised preliminary plat submittal was provided in the meeting packet.
- d. As background, the community mailbox area was located in the currently-proposed location on the previously-approved conceptual plan for the project.
- e. City staff had a great conversation with the project engineer and advised him of staff issues that needed to be addressed. The engineer indicated that such issues would be addressed accordingly.
- f. The applicant is prepared to discuss needed issues and answer questions.

After discussion and by affirmation, the Commission unanimously tabled action on the application and requested that the developer relocate the mailbox kiosk to a more traffic-friendly location as well as address all staff comments.

The sixth item of business was a preliminary plat submittal for McFarland Estates Subdivision located at the corner of Devinney Road and McFarland Road referenced by YC Tax Map #3460000006.

Planning Director Breakfield indicated the following:

- a. Previously, the Board of Zoning Appeals approved a special exception application and conceptual site plan for this project. The next step in the process was the creation and submittal of a preliminary plat and construction drawings that comply with the approved conceptual site plan.
- b. Comments from City staff as well as the written response and revised preliminary plat and construction drawings from the applicant were provided in the meeting packet.
- c. The applicant is prepared to discuss needed issues and answer questions.
- d. There are a few issues that staff can handle with applicant but the PC should provide feedback on the following issues:
 - How item numbers 21 and 22 under conditional notes on sheet CS – 100 will be addressed.
 - Provide design specifications for main amenity area (pool, cabana, etc.) as well as pocket parks (benches, etc.).

After discussion and by affirmation, the Commission unanimously tabled action on the application and requested that the developer address all City staff comments.

The seventh item of business was discussion only of a proposed Creekside Townes Rezoning/PUD project at the intersection of Alexander Love Highway and North Congress Street.

Planning Director Breakfield indicated the following:

- a. The City has received an application to rezone the referenced property to PUD-Planned Unit Development per submitted information. As with any rezoning application, the Commission must review the application and then render a recommendation to York City Council. City Council must take the Commission recommendation, conduct a public hearing(s), receive public feedback and make a final decision on the matter.
- b. As the PUD rezoning application and conceptual site plan are reviewed, the Commission must be mindful that, among other things, the City's Comprehensive Plan, PUD requirements and precedents established by previous approvals must be used in the evaluation process.
- c. At your last meeting, the project was discussed with the applicant with Commission feedback included in the provided Minutes from the referenced meeting.
- d. Comments from City staff and the written response/ revised drawings from the applicant were provided in the meeting packet.
- e. The applicant was prepared to discuss needed issues and answer questions.
- f. Please be mindful that the Commission has a maximum of 75 days from the initial official meeting regarding this application to review and make a recommendation regarding such applications. The initial meeting was held on July 20th.
- g. If York City Council ultimately denied a rezoning application, such application cannot be resubmitted for at least one year.

After discussion and by affirmation, the Commission unanimously tabled action until a subsequent meeting citing previously-mentioned concerns.

The eighth item of business was discussion of notification requirements for public hearings.

Planning Director Breakfield indicated the following:

1. The zoning ordinance required that certified/regular letters be mailed to adjacent property owners as notification of BZA public hearings for special exception, variance, etc. applications.
2. To ensure consistency with other pertinent City requirements and to prevent redundancy, City staff proposed that the certified letter requirement be deleted while the requirement for regular mail notification remains in place.

Upon a Motion by Ron Parrish, seconded by Laura Korn, the Commission unanimously voted to remove certified letter notification requirements for BZA public hearings.

The ninth item of business was discussion of growth and development in York.

The Commission decided to have a special meeting in September for further discussion on growth in York.

Chairperson Duda asked the members to review other municipality's ordinances regarding design standards.

There being no further business, the meeting was adjourned at 8:30 pm.

Respectfully submitted,

C. David Breakfield, Jr. MCP, AICP
Planning Director

Amanda C. Blackston
Zoning Administrator

cc: File – Planning Commission 8/29/2022
Seth Duncan, City Manager